

**REAL ESTATE APPRAISERS APPLICATION  
ADVISORY COMMITTEE  
MINUTES  
APRIL 26, 2006**

**PRESENT:** Marla Britton, Frank D. Hopp, Larry R. Nicholson, Karen Scott, Steve Vitale (excused at 12:35 p.m.), Ursula Volk, and Lynn Gregorash

**ABSENT:** Linda Verbecken

**STAFF PRESENT:** Tim Wellnitz, Bureau Director; Ruby Jefferson-Moore, Legal Counsel; Nicole Goodman, Bureau Assistant; Other Department staff were present for portions of the meeting

**CALL TO ORDER**

Karen Scott, Chair, called the meeting to order at 9:09 a.m. A quorum of 7 members was present.

**ADOPTION OF AGENDA**

**Amendments to Agenda**

- Under Informational Items Add: USPAP Scope of Work

**MOTION:** Steve Vitale moved, seconded by Ursula Volk, to approve the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES March 28, 2006**

**MOTION:** Marla Britton moved, seconded by Steve Vitale, to approve the minutes of March 28, 2006 as written. Motion carried unanimously.

**ADMINISTRATIVE REPORT – TIM WELLNITZ, BUREAU DIRECTOR**

**Committee Appointments**

Mr. Wellnitz informed the Committee that they still have a vacancy on the Committee. Ruby Jefferson-Moore reported that she has spoke with three people who are interested in participating on the Committee. If any of the Committee members knows of anyone who would be interested in being part of the Committee they should contact Mr. Wellnitz.

The Committee discussed different ways to reduce the amount of work done outside of the meeting.

**MOTION:** Marla Britton moved, seconded by Steve Vitale, to have Karen Scott draft a letter to the Secretary to request an addition of committee members. Motion carried unanimously.

## **REVIEW AND RECOMMENDATIONS ON APPLICATION FORMS AND PROCEDURES**

### **Re-Reviews**

Karen Scott provided a draft of Comments Regarding USPAP from Real Estate Appraiser Application Advisory Committee for the Committee to review and discuss. The Committee reviewed the document and decided on some changes. Once the changes are made to the document a copy will be given to Mr. Wellnitz. The Committee would like the Department to post the document on the Department's web-site and provide a copy in the application packet.

**MOTION:** Lynn Gregorash moved, seconded by Steven Vitale, to request the Department of Regulation and Licensing post the Comments Regarding USPAP from Real Estate Appraiser Application Advisory Committee on the DRL web-site and reference a link to the USPAP as found on the Appraisal Foundation web-site and to provide a copy of the document to the applicant in their application packet subject to the following changes made on the form; dating the form, making a reference in the first paragraph to the actual USPAP text, providing an explanatory paragraph stating what the Committee is and what the Committee's function is, changing the title to USPAP Comments from the Real Estate Appraisers Application Advisory Committee, and delete the two questions on the bottom. Motion carried unanimously.

### **Reviewers Comments Included in Notice of Denial**

Mr. Wellnitz reported that there has been an improvement in the clarity of the comments provided by reviewers.

## **INFORMATIONAL ITEMS**

### **USPAP Scope Report**

Karen Scott informed the Committee that there was a teleconference yesterday between members of the American Banker Association and the Appraisal Institute about the appraisal scope of work. Karen Scott briefly highlighted a few topics that were discussed.

### **Public Hearing Notice for RL 80-87**

Mr. Wellnitz informed the Committee that there will be a public hearing for RL 80-87 on May 10, 2006 before the Real Estate Appraisers Board.

### **CLOSED SESSION**

**MOTION:** Steven Vitale moved, seconded by Larry Nicholson, to convene to Closed Session to consider licensure or certification of individuals pursuant to s. 19.85(1)(b), Stats., and to consider individual histories pursuant to s. 19.85(1)(f), Stats. Roll Call Vote: Marla Britton-yes, Frank D. Hopp-yes, Larry R. Nicholson-yes, Karen Scott-yes, Steve Vitale-yes, Lynn Gregorash-yes and Ursula Volk-yes. Motion carried unanimously.

Open Session recessed at 11:32 a.m.

(Steve Vitale was excused at 12:35 p.m.)

### **RECONVENE TO OPEN SESSION**

**MOTION:** Lynn Gregorash moved, seconded by Frank Hopp, to reconvene into Open Session at 1:52 p.m. Motion carried unanimously.

### **VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE**

#### **APPRAISAL REPORTS REVIEWED ON APRIL 26, 2006**

##### **JAMES BROWN – CERT. RESIDENTIAL**

**MOTION:** Marla Britton moved, seconded by Ursula Volk, to recommend that the Department deny James Brown's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

##### **MATTHEW DELANEY - LICENSED**

**MOTION:** Marla Britton moved, seconded by Lynn Gregorash, to recommend that the Department deny Matthew Delaney's appraisal reports as submitted because the reports do not comply with USPAP and refer his supervisor to DOE. Motion carried unanimously.

##### **MICHAEL ESSER – LICENSED**

**MOTION:** Larry Nicholson moved, seconded by Frank Hopp, to recommend that the Department approve Michael Esser's appraisal reports as submitted with coaching comments. Motion carried unanimously.

##### **DARREN FISHER – LICENSED**

**MOTION:** Marla Britton moved, seconded by Ursula Volk, to recommend that the Department deny Darren Fisher's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**KATHY FLEURY – LICENSED**

**MOTION:** Marla Britton moved, seconded by Lynn Gregorash, to recommend that the Department deny Kathy Fleury's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**ROCHELLE GAMAUF – LICENSED (AQB)**

**MOTION:** Lynn Gregorash moved, seconded by Ursula Volk, to recommend that the Department issue a notice of intent to deny Rochelle Gamauf's appraisal reports subject to receipt of one additional report that complies with USPAP and includes all three approaches to value and and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

**TIMOTHY GRAUL JR – CERT. RESIDENTIAL**

**MOTION:** Lynn Gregorash moved, seconded by Larry Nicholson, to recommend that the Department deny Timothy Graul Jr's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**LISA GRUHOT – CERT. RESIDENTIAL**

**MOTION:** Marla Britton moved, seconded by Ursula Volk, to recommend that the Department approve Lisa Gruhot's appraisal reports as submitted. Motion carried unanimously.

**DIANNE GUSTIN – LICENSED (AQB)**

**MOTION:** Lynn Gregorash moved, seconded by Marla Britton, to recommend that the Department issue a notice of intent to deny Diane Gustin's appraisal reports subject to receipt of two additional report that complies with USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

**JOHN HEIM – LICENSED (AQB)**

**MOTION:** Ursula Volk moved, seconded by Larry Nicholson, to recommend that the Department approve John Heim's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**FRANCIS HOLZER – CERT. RESIDENTIAL**

**MOTION:** Lynn Gregorash moved, seconded by Ursula Volk, to recommend that the Department issue a notice intent to deny Francis Holzer's appraisal reports subject to receipt of one additional report that complies with USPAP and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

**THOMAS INGERSOLL – LICENSED (AQB)**

**MOTION:** Marla Britton moved, seconded by Frank Hopp, to recommend that the Department deny Thomas Ingersoll's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**APRIL KONCZAL – CERT. RESIDENTIAL**

**MOTION:** Marla Britton moved, seconded by Ursula Volk, to recommend that the Department issue a notice of intent to deny April Konczal's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

**ERIC MAGNUSON - LICENSED**

**MOTION:** Lynn Gregorash moved, seconded by Marla Britton, to recommend that the Department issue a notice of intent to deny Eric Magnuson's appraisal reports subject to receipt of requested information and subject to the approval of the reviewing appraiser. Motion carried unanimously.

**JOSEPH NASH – LICENSED**

**MOTION:** Marla Britton moved, seconded by Ursula Volk, to recommend that the Department issue a notice of intent to deny Joseph Nash's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

**ROBERT NELSON – LICENSED**

**MOTION:** Marla Britton moved, seconded by Lynn Gregorash, to recommend that the Department issue a notice of intent to deny Robert Nelson's appraisal

reports appraisal reports subject to receipt of one additional small residential income report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments a small residential report. Motion carried unanimously.

**BRIAN PATTERSON – LICENSED**

**MOTION:** Larry Nicholson moved, seconded by Marla Britton, to recommend that the Department deny Brian Patterson's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**MARTIN ROSE – CERT. RESIDENTIAL**

**MOTION:** Larry Nicholson moved, seconded by Lynn Gregorash, to recommend that the Department issue a notice of intent to deny Martin Rose's appraisal reports subject to receipt of one additional report that involves a sales transaction and complies with USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

**SCOTT SCHNEIDER – CERT. RESIDENTIAL**

**MOTION:** Marla Britton moved, seconded by Frank Hopp, to recommend that the Department approve Scott Schneider's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**BRIAN SCHULTZ – LICENSED (AQB)**

**MOTION:** Marla Britton moved, seconded by Larry Nicholson, to recommend that the Department approve Brian Schultz's appraisal reports as submitted. Motion carried unanimously.

**SHERRY SCOTT – CERT. RESIDENTIAL**

**MOTION:** Marla Britton moved, seconded by Ursula Volk, to recommend that the Department deny Sherry Scott's appraisal reports as submitted because the reports do not comply with USPAP and refer to DOE. Motion carried unanimously.

**THOMAS SCOTT – CERT. RESIDENTIAL**

**MOTION:** Lynn Gregorash moved, seconded by Frank Hopp, to recommend that the Department approve Thomas Scott's appraisal reports as submitted. Motion carried unanimously.

**IRA SLAGTER JR. – CERT. GENERAL**

**MOTION:** Larry Nicholson moved, seconded by Lynn Gregorash, to recommend that the Department approve Ira Slagter Jr.'s appraisal reports as submitted with coaching comments. Motion carried unanimously.

**JEFFREY SMYTH – CERT, GENERAL**

**MOTION:** Marla Britton moved, seconded by Frank Hopp, to recommend that the Department issue a notice of intent to deny Jeffrey Smyth's appraisal reports subject to receipt of one additional commercial property report that complies with USPAP and includes all three approaches to value subject to approval by the reviewing appraiser. Motion carried unanimously. Karen Scott abstained from voting.

**ADAM TAREAU – CERT. RESIDENTIAL**

**MOTION:** Ursula Volk moved, seconded by Lynn Gregorash, to recommend that the Department approve Adam Tareau's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**THERON VON BEHREN – CERT. RESIDENTIAL**

**MOTION:** Frank Hopp moved, seconded by Marla Britton, to recommend that the Department issue a notice of intent to deny Theron Von Behren's appraisal report unless the requested information is received subject to approval by the reviewing appraiser. Motion carried unanimously.

**KRISTY WEBB – LICENSED**

**MOTION:** Marla Britton moved, seconded by Lynn Gregorash, to recommend that the Department approve Kristy Webb's appraisal reports as submitted. Motion carried unanimously.

**VISITORS COMMENTS**

None.

**ADJOURNMENT**

**MOTION:** Marla Britton moved, seconded by Lynn Gregorash, to adjourn the meeting at 2:17 p.m. Motion carried unanimously.

**Next meeting: JUNE 6, 2006 10:00 a.m.**

